

Special Education Advisory Panel (SEAP)

Orientation for Panel Members

September 14, 2011

8:00 am to 4:30 pm

Location	J. R. Williams Building, East Conference Room 700 West State Street Boise, ID 83702		
SEAP Executive Committee	Judy Randleman SEAP Chairperson Amanda Holloway SEAP Vice-Chairperson Tom Falash SEAP Secretary	Recorder	Jan Gaylord

Voting Members – (present at meeting X, absent at meeting left blank)							
X	Keith Allred	X	Donna Farmer	X	Judy Randleman	X	Miren Unsworth
X	Dalene Banks		Robin Greenfield		Glenda Rohrbach	X	Therese Varela
X	Bruce Christopherson	X	Margaret Gross	X	Jodi Schilling		
X	Beth Eloee-Reep	X	Amanda Holloway	X	Karen Seay		
X	Thomas Falash	X	Casey Moyer	X	Kevin Swearingen		

Non-Voting Members – (present at meeting X, absent at meeting left blank)		
X	Richard Henderson	SDE Special Education Director
X	Matt Hyde	SDE Parent Involvement Coordinator
X	Jan Gaylord	SDE Administrative Assistant
X	Brian Darcy	Idaho Bureau of Educational Services for the Deaf and the Blind (IESDB)
	Angela Lindig	Idaho Parents Unlimited (IPUL)
X	Alisha Doolittle	Assistant to Kevin Swearingen

Agenda Items

Welcome and Introductions *Judy Randleman, SEAP Chairperson*

Members introduced new and returning members after sharing information with each other.

SDE Welcome *Richard Henderson, SDE Special Education Director*

Rich welcomed everyone on behalf of the Idaho State Department of Education (SDE). He was pleased that the SEAP membership increased.

Orientation – Part 1 and Part 2 *SEAP Executive Committee, Richard Henderson, SDE Special Education Director*

[Handout: Orientation for Panel Members](#)

Rich began the Orientation for Panel Members presentation. Judy and Amanda completed the orientation, familiarizing the new members with SEAP. Rich completed the presentation with information about the Statewide Special Education Technical Assistance (SESTA) and the Idaho Training Clearinghouse (ITC) links to special education training opportunities.

SDE Overview *Richard Henderson, SDE Special Education Director*

[Handout: SEAP Presentation - SDE Overview](#)

[Handout: Idaho State Department of Education Organizational Charts](#)

[Handout: Memo “State Department of Education agency update”](#)

Rich gave an overview of the reorganization of SDE for SEAP members. Numerous topics related to SEAP were discussed. Items to be considered in the future are: Performance Indicators, Secondary IEPs and Transitions, SAM Year 1 PIRs, and Fiscal Monitoring.

OSEP Visit – Results Overview *Richard Henderson, SDE Special Education Director*

[Handout: Idaho RESULTS Work – OSEP Visit 2011](#)

Rich shared information on the upcoming OSEP Visit in December and the work being done at the SDE in preparation for the visit.

Questions and Answers *SEAP Executive Committee*

Members directed questions/comments to Rich Henderson and the SEAP Executive Committee. Topics shared were:

- Beth - Clarification on the SDE direction.

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- Keith - Importance of including persons that need to be involved.
- Margaret - Alternative schools and students with IEPs.
- Matt - Merging of Assessment and Content area along with the unfolding of Common Core State Standards.
- Rich - Background on Common Core State Standards.
- Jodi - Positive direction of Rich's leadership, focus, and identification of issues.
- Matt - Importance of the longitudinal data system (ISEE) to provide information.

Agency Reports SEAP Panel Members

Jodi – Parent/Teacher Fruitland School District

- Satisfied with the direction of SEAP.

Bruce – Idaho Division of Vocational Rehabilitation (IDVR)

- There is new leadership and organizational changes in his area. Budget is tight. Programs are intact.

Amanda – Idaho Council on Developmental Disabilities (ICDD)

- ICDD started a new 5-year plan with inclusive model and applied for an employment grant. Working on post-secondary outcomes.

Kevin – Consumer

- Involved with Self Advocacy Leadership Network (SALN) for people with disabilities. Idaho chapters are around the state.

Casey – Division of Behavioral Health at Department of Health & Welfare (DHW)

- There is a new Division Administrator. Division is involved with the RFP for Medicaid managed care system for behavioral health. The workgroup is in the process of implementing services. Working to make benefits available statewide.

Keith – Boise State University

- Addressed trend lines in Professional development. Involved with Idaho teacher mentor group. Concerned with drop in candidates pursuing special education and early childhood programs in Idaho. Perception of public needs to change.

Rich – State Department of Education (SDE)

- Pay for performance piece of Students Come First (SCF) is helpful in hard-to-fill positions because special education teachers can be compensated for more. Pay for Performance is based on building, not individual teacher level.

Therese – Disability Rights Idaho (DRI)

- Agency focused on systemic advocacy to work with changes in Medicaid. Waiting for board approval.

Beth – Regional Special Education

- Concerned with retention of teachers in Special Education. Teacher training has been standardized. Developing relationships between teachers and regional coordinators. Encouraged by supportive procedures in place.

Judy – Private Schools

- Direct comments/ issues with private schools to Judy. Collaboration is working well.

Matt – State Department of Education (SDE)

- Emphasized importance of teacher collaboration. Supporting 2 new areas: 21st Century Community Learning Centers (CCLC) and Safe and Drug Free Schools. New things are happening in Family Engagement and No Child Left Behind. Area is focused on the WISE tool for continuous improvement planning, district level support, and evaluating impact of efforts.

Tom – Idaho Department of Correction (IDOC)

- Represents Adult Corrections (18-21). They are similar to an alternative school. Response to Intervention (RTI) is still a problem. There is a tight timeline and balance between educational interests and penological interests.

Margaret – Casey Family Programs

- Goal of Casey Family Programs is to improve foster care. Works with education, data collection, and research. Casey is involved in systems improvement. Would like to partner with SEAP. Casey.org has many free publications.

Donna – Easter-Seals Goodwill

- 39 programs in 40 locations. Examples are early intervention, pediatric clinics, play project with autism, and transitional programs.

Dalene – Parent of child with disabilities

- As an Aid in special education class, implemented Buddy Club at the school. Would like Peer Tutors program in the school.

Miren – Child Welfare program at Department of Health and Welfare (DHW)

- Federal partners are doing review. Passed all data this year to ensure needs of children in foster care are being met. Need to improve on children in transition. For youth aging out of foster care, there is proposed legislation to provide tuition waivers or scholarships.

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Brian – Idaho Bureau of Educational Services for the Deaf and the Blind (IESDB)

- ISDB has reorganized. Facing retirement of 3-5 staff members specialized in deaf and blind specialized education.

Working Lunch Discussion - Morning Overview

Members shared the morning discussions in small lunch groups.

Meeting Norms *Tom Falash, SEAP Secretary*

Tom led the group to discuss meeting norms. Jodi listed the meeting norms agreed upon:

- Show up on time; end on time
- Seek first to understand
- Presume good intentions
- Hold to agenda
- Keep to 2 minutes / 3 comments per individual
- Support group's consensus
- Accept disagreement
- Leave room for personal needs (cell phones, computer, etc.).

Regarding ideas for managing public attendance at SEAP meetings and gathering public comments, there was group consensus on Judy's suggestion to address those when the issues arise.

Manual Review *Amanda Holloway, SEAP Vice-Chairperson*

[Manual: Special Education Advisory Panel - SEAP Membership](#)

Amanda reviewed the sections of the SEAP Membership manual, as well as the brochures/handouts included in the manual. Members will bring their manuals to each SEAP meeting. Handouts distributed at meetings will be stored in the binders. Members will fill out Meeting Evaluation forms and give to Judy or Amanda before leaving this meeting.

Approve April 2011 Meeting Minutes *Judy Randleman, SEAP Chairperson*

[Handout \(Section 1\): SEAP Meeting Summary - April 5, 2011](#)

In the past, meeting minutes have been very detailed. It was agreed to cut down the meeting minutes to a summary form. In the future, the meeting summary will refer to handouts distributed in the meetings, and members may review the handouts for additional details. There is an option to post handouts to the Idaho Training Clearinghouse website, if needed.

After a short discussion, Tom moved to approve the April 2011 minutes. Jodi seconded the motion. Minutes were approved.

2010-2011 Annual Report Review *Jodi Schilling, Past Chairperson*

[Handout \(Section 8\): Special Education Advisory Panel Annual Report 2010-2011](#)

Jodi covered the 2010-2011 Annual Report with the panel. Last year, SEAP sought to align agenda items related to the panel's purpose. The report included highlights of the meetings with recommendations in bold. The report concluded with a summary of recommendations.

OSEP Parent / SEAP Survey *Matt Hyde, SDE Parent Involvement Coordinator*

[Handout: \(Section 10\): Continuous Improvement Visit Stakeholder Process](#)

Matt reviewed the SAP survey process and the Parent survey process.

[Handout: Continuous Improvement Visit State Advisory Panel Survey – Part B of IDEA \(Answers\)](#)

SEAP answers for OSEP were reviewed, as well as how SDE will be addressing issues. Jodi suggested SEAP members gather additional feedback now, rather than later. Judy directed the Panel to break to review the SEAP answers on their own. There were no additions/corrections to the answers.

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Rich recommended action plans based on the answers. The panel would address any additional items from the OSEP visit.

Matt led discussion on action items and areas to focus on for the January 2012 SEAP meeting:

- **Need 51% parents on panel.**
- **GS1 Noncompliance – Indicator 15.**
- **Grants (GS5 Implementation of Grant Assurances)**
- **Fiscal management (FS1 Distribution, FS2 Allowable Use of Funds)**

[Handout: Parent Verification Visit Survey: Part B of IDEA](#)

Parent Training Information centers (PTI), as IPUL, send out parent surveys, receive answers, and provide results to the SDE.

[Handout: Analysis of Parent Survey Data Addressing Part B SPP/APR Indicator #8](#)

Matt suggested the January SEAP meeting look into improvements in how the survey is generated. The low percentage of survey responses is due to inaccurate contact/address information and the fact that it is a mail-in survey.

Action Item:

Rich recommended Keith Allred review the survey in depth and report to SEAP his impressions in our January SEAP meeting. Keith agreed.

Wrap-up / Next Meeting Agenda Items *Judy Randleman, SEAP Chairperson*

Judy led the wrap-up discussion.

The January SEAP meeting agenda will be guided by the OSEP report:

- OSEP Visit
- Annual Performance Report (APR)
- Meeting Schedule/frequency
- Overview of monitoring and compliance (Rich Henderson)
- Fiscal Items related to SEAP (Lester Wyer)
- Dispute Resolution Update (Melanie Reese)
- Indicator 8 – Parent Survey (Keith Allred, Matt Hyde, Rich Henderson)

Concerns:

- Donna – Making a difference could be affected by the amount of time between meetings.
- Beth/Donna – There is a desire to ‘do’ something, but what?

Suggestions:

- Judy – SEAP committees will need to address issues/needs identified after OSEP visit.
- Rich – SEAP needs to be active and accountable: proposals, review, and move forward.
- Keith – To be an active advisory group, SEAP will require outside work and effort by panel members, rather than the State providing information to a passive, listening group.
- Judy – SEAP needs to continue gathering more members.
- Jodi – Productivity would increase with material provided prior to meetings.
- Jodi – Parents in SEAP should take the parent survey to provide input.
- Judy – A SEAP booth with brochures at the CEC conference in October would give SEAP more visibility. Table is \$50. Rich agreed that would be a good idea.